

MINUTES
VILLAGE OF LAKE PARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION – 7:00 P.M.
APRIL 8, 2008

ATTENDING: Mayor Kendall Spence
Mayor Pro-Tem: Sandy Coughlin
Council Members: Greg Crosby, Virginia Currence,
Jo Waybright, Clint Newton
Finance Officer – Cheryl Bennett
Village Clerk/Tax Collector – Cheri Clark
Attorney Ken Swain

CALL TO ORDER: Mayor Kendall Spence called the Regular Session of the Village of Lake Park Council to order.

PLEDGE OF ALLEGIANCE: Mayor Kendall Spence led the Pledge of Allegiance to the Flag of the United States of America.

APPROVAL OF MINUTES: Sandy Coughlin made a motion to approve the March 11, 2008 Regular Session minutes. Clint Newton seconded the motion. Vote – Unanimous.

PUBLIC COMMENT:

Mr. Odell Nelson expressed his frustrations with the VOLP concerning the lack of notification for property taxes as a new resident in Lake Park.

Ms. Donna Green provided feedback on the communication between new residents and the municipal tax office and offered several suggestions including a January letter notifying a resident of the situation prior to sending the General Statue advertisement letter.

CHANGES TO THE AGENDA: No changes.

SECURITY: There were 53 calls for assistance in the VOLP during the month of March. Of those calls 5 were for property damage, 5 were traffic enforcement, 2 were domestic disturbances and 4 were 911 hang up calls.

Monroe Union Fraternal Order of Police Lodge #19 requested a donation from each of the municipalities in Union County in order to build a law enforcement memorial to fallen officers. Jo Waybright made the motion that the VOLP contribute \$250.00 toward the construction of the memorial. Virginia Currence seconded the motion. Vote 4 to 1 in favor of the donation - Motion passed.

Clint Newton discussed National Night Out and the question of using VOLP stationary. Sponsorship of the event by the VOLP and the organization of the evening brought up questions concerning the solicitation of funds and the liability of the VOLP. The Council

decided that the VOLP stationary would be used, the VOLP would need to listed as an additional insured on the equipment/rides insurance policy and the memo line on the check of each donation would need to designate National Night Out.

FINANCE REPORT: Cheryl Bennett presented the financial statements for Council review.

March Performance Budget

	<u>Mar 08</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul '07 - Mar 08</u>	<u>Budget</u>	<u>% of Budget</u>
General Fund						
Revenues						
Other revenues						
Approp. Fund Balance	0.00			0.00	33,017.00	0.0%
National Night Out	0.00			6,435.50	6,435.00	100.01%
Civil Penalties	0.00			50.00	500.00	10.0%
Investment revenue	1,694.99			24,967.55	25,000.00	99.87%
Miscellaneous	<u>570.00</u>			<u>851.95</u>	<u>300.00</u>	<u>283.98%</u>
Total Other revenues	2,264.99			32,305.00	65,252.00	49.51%
Other Taxes						
Cable franchise-from Time Warne	<u>0.00</u>			<u>1,368.00</u>	<u>2,600.00</u>	<u>52.62%</u>
Total Other Taxes	0.00			1,368.00	2,600.00	52.62%
Parks & Recreation Revenue						
Recreation Program Fees	40.00			104.00	250.00	41.6%
Community Center rental	220.00			2,065.00	2,600.00	79.42%
Gazebo rental	0.00			525.00	100.00	525.0%
Pool concession sales	0.00			876.62	600.00	146.1%
Pool rental	0.00			0.00	100.00	0.0%
Recreation daily swim fees	0.00			3,149.02	5,000.00	62.98%
Recreation season pass fees	<u>0.00</u>			<u>787.00</u>	<u>45,000.00</u>	<u>1.75%</u>
Total Parks & Recreation Revenue	260.00			7,506.64	53,650.00	13.99%
Property Taxes						
Ad valorem current year	2,737.29			451,054.00	455,434.00	99.04%
Ad valorem prior years	0.00			5,344.51	2,000.00	267.23%
Late fees (ad)	0.00			96.29	60.00	160.48%
Motor vehicle tax	4,547.11			46,316.30	55,976.00	82.74%
Penalties and interest	85.54			858.91	510.00	168.41%
Utility ad valorem	<u>0.00</u>			<u>7,332.38</u>	<u>5,000.00</u>	<u>146.65%</u>
Total Property Taxes	7,369.94			511,002.39	518,980.00	98.46%
State Shared Revenues						
Cable Rev. (from State)	4,914.25			10,715.01	15,400.00	69.58%
Sales and use tax	16,907.95			93,928.02	194,000.00	48.42%
Utility franchise	<u>15,920.49</u>			<u>36,654.75</u>	<u>70,000.00</u>	<u>52.36%</u>
Total State Shared Revenues	<u>37,742.69</u>			<u>141,297.78</u>	<u>279,400.00</u>	<u>50.57%</u>
Total Income	<u>47,637.62</u>			<u>693,479.81</u>	<u>919,882.00</u>	<u>75.39%</u>

Expense**Capital Outlay**

Carillon	0.00	10,965.07	12,000.00	91.38%
Capital Outlay Exp.	0.00	0.00	10,000.00	0.0%
Reserve for Capital Replacement	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0.0%</u>
Total Capital Outlay	0.00	10,965.07	32,000.00	34.27%

General Administrative Expenses

Adm Assistant	0.00	294.00	800.00	36.75%
Clerk/Tax Collector	2,575.00	23,175.00	30,900.00	75.0%
Council	2,111.00	6,889.00	10,000.00	68.89%
Finance Officer	643.75	5,793.75	7,725.00	75.0%
Mayor	650.00	1,950.00	2,600.00	75.0%
Payroll Expenses	<u>741.64</u>	<u>3,199.00</u>	<u>3,980.00</u>	<u>80.38%</u>
Total General Administrative Expenses	6,721.39	41,300.75	56,005.00	73.75%

Maintenance of Common Areas

Tennis Courts	0.00	13,136.00	13,136.00	100.0%
Landscaping	10,800.00	103,380.99	165,000.00	62.66%
Park maintenance	2,909.15	14,712.31	23,000.00	63.97%
Pond maintenance	0.00	2,908.72	5,000.00	58.17%
Street Signs	<u>0.00</u>	<u>434.00</u>	<u>2,500.00</u>	<u>17.36%</u>
Total Maintenance of Common Areas	13,709.15	134,572.02	208,636.00	64.5%

Operating Costs

Advertising	0.00	0.00	300.00	0.0%
Association dues	0.00	2,631.00	2,700.00	97.44%
Bank charges	0.00	35.00	50.00	70.0%
Elections	0.00	0.00	3,000.00	0.0%
Insurance/bonds	0.00	9,501.40	10,000.00	95.01%
Miscellaneous oper. exp.	0.00	85.98	1,000.00	8.6%
Newsletter/website/flyers	188.75	1,713.14	3,000.00	57.11%
Office	33.76	1,062.85	2,300.00	46.21%
Postage	82.00	178.63	350.00	51.04%
Tax collection	0.00	779.25	1,030.00	75.66%
Telephone	218.34	2,011.80	2,900.00	69.37%
Training	0.00	170.00	870.00	19.54%
Travel	<u>0.00</u>	<u>254.66</u>	<u>500.00</u>	<u>50.93%</u>
Total Operating Costs	522.85	18,423.71	28,000.00	65.8%

Other Expenditures

Economic Development	0.00	967.38	2,600.00	37.21%
Contingency	0.00	0.00	17,740.00	0.0%
Stormwater Fee	<u>0.00</u>	<u>0.00</u>	<u>1,700.00</u>	<u>0.0%</u>
Total Other Expenditures	0.00	967.38	22,040.00	4.39%

Parks & Recreation

Pool Operations	0.00	316.10	1,000.00	31.61%
Comm. center maintenance	482.00	5,215.80	7,390.00	70.58%

Seasonal Decorations	0.00	11,553.50	12,000.00	96.28%
Natural Gas	163.23	691.39	1,000.00	69.14%
Pool maintenance	0.00	1,770.73	7,000.00	25.3%
Pool management fee	95.00	18,922.67	46,700.00	40.52%
Recreation programs	0.00	1,505.00	2,364.00	63.66%
Storage Rental	0.00	1,063.35	1,070.00	99.38%
Water/Sewer	<u>42.34</u>	<u>2,167.11</u>	<u>4,000.00</u>	<u>54.18%</u>
Total Parks & Recreation	782.57	43,205.65	82,524.00	52.36%
Professional Fees				
Accountant	0.00	4,100.00	4,200.00	97.62%
Legal Counsel	<u>0.00</u>	<u>4,447.50</u>	<u>9,000.00</u>	<u>49.42%</u>
Total Professional Fees	0.00	8,547.50	13,200.00	64.75%
Public Services/Safety				
National Night Out	0.00	4,325.09	6,435.00	67.21%
Community Watch	0.00	1,000.00	1,500.00	66.67%
Garbage collection	20,334.25	162,429.70	247,000.00	65.76%
Law enforcement	0.00	97,683.00	130,242.00	75.0%
Street Lights	<u>7,070.60</u>	<u>61,343.15</u>	<u>92,300.00</u>	<u>66.46%</u>
Total Public Services/Safety	27,404.85	326,780.94	477,477.00	68.44%
Total Expense	49,140.81	584,763.02	919,882.00	63.57%
Net General Fund	-1,503.19	108,716.79	0.00	100.0%
Powell Bill				
Powell Bill Rev.				
Fund Bal. from Powell Bill	0.00	0.00	89,020.00	0.0%
Interest - Powell Funds	186.48	2,452.09	2,200.00	111.46%
Powell Bill Revenue	<u>0.00</u>	<u>103,721.93</u>	<u>103,722.00</u>	<u>100.0%</u>
Total	186.48	106,174.02	194,942.00	54.46%
Powell Bill Exp.				
Street Exp. - Powell Bill	<u>190.00</u>	<u>76,754.50</u>	<u>194,942.00</u>	<u>39.37%</u>
Total	190.00	76,754.50	194,942.00	39.37%
Net Powell Bill	-3.52	29,419.52	0.00	100.0%
Net Excess of Rev. over Exp.	<u>-1,506.71</u>	<u>138,136.31</u>	<u>0.00</u>	<u>100.0%</u>

With the tax re-evaluations this year, the VOLP will revenue neutral the tax rate prior to Budget Workshop. Sandy Coughlin requested that Waste Collection be increased by 4% for budget purposes going into Budget Workshop.

TAX OFFICER'S REPORT: Cheri Clark stated that 99% of the 2007-budgeted tax levy has been collected. Owners of delinquent tax parcels have been put on notice as required by GS105-369.

PUBLIC SERVICES (Waste Collection & Electric):

Sandy Coughlin stated that Waste Collection is approximately \$2,473.00 below budget for the year and hopefully the March CPI will be available prior to 2008-2009 Budget Workshop.

Clint Newton requested that Council please let him know if there are lights out in the community.

COMMUNICATION: Greg Crosby asked that all articles for the next Villager be submitted by April 25th. The ISP annual renewal fee is due.

PARK AND RECREATION: Virginia Currence stated that David Grant is currently tweaking the Pond Improvement Project. The pine needles are either being replaced or sprayed throughout the Village. Virginia Currence made the motion to accept the Lucas Landscaping quote of \$1500.00 for annuals. Sandy Coughlin seconded the motion. Vote - Unanimous.

Jo Waybright made the motion to approve Carolina Pool Management's invoice for \$6,931.50 as part of the pool contract management fee. Clint Newton seconded the motion. Vote – Unanimous. Parks and Rec is currently having the hardware and locks quoted at the Community Center.

Geese control (egg-addling) is being done in the VOLP and will probably continue for the next month. The officers have addressed the violators of the waterfowl ordinance in the common areas around the ponds.

STREET BUSINESS: Mayor Kendall Spence reviewed the status of the Stormwater Phase II meeting that occurred March 12, 2008.

We have two issues on the table:

1. Permit application/plan – VOLP has had four years to be in compliance.
2. Is there an alternative to meeting the Stormwater Phase II Standards?

Any town with a population of less than 1,000 is automatically exempt.

A town with less than 10,000 can potentially file for a waiver if there are programs in place to protect the water quality. A waiver automatically goes away if the water is impaired. The state classifies all surface water such as drinking, recreation, swimming, water supply, etc.

According to the GIS map, we have in-stream ponds, which means the ponds become part of the “water of the state” which actually means watercourses that fall under the domain and jurisdiction of the US Army Corps of Engineers (ACOE). The concern is the water quality due to urban run-off. If the VOLP ponds are in-stream there should be 401 certification permits from the ACOE.

A waiver is probably a long shot due to impaired streams and the fact that the VOLP owns and operates a storm sewer system.

The biological integrity of our Stormwater will need to be improved. Examples of ways in which to change the biological integrity:

1. Fertilizer use – limit what is used in the yards and parks.
2. Establish pet waste controls.
3. Structural controls.
4. Monitor headwater in the VOLP to determine if the water integrity is being compromised upstream or downstream.
5. Educational tool as to how to address impaired waters.

The Stormwater Sewer System is based on curb and gutter in the VOLP. A county has to have a permit if they have a Stormwater Sewer System but typically the county does not own curb and gutter. The reason that a county would want a Stormwater Phase II permit would be for control. As it currently stands, all new development in Union county has to be reviewed by the state for compliance.

The VOLP will receive a letter from Mike Randall, Stormwater Permitting Unit, notifying us of our lack of compliance. The VOLP will have 30 days to respond concerning a schedule that will put us in compliance and the implementation of such plan of action. There is a model ordinance available that should be a helpful tool for creating our ordinance.

Ken Swain discussed the Proposed Village of Lake Park Post Construction Controls Ordinance and requested that Council read the proposed ordinance and provide feedback at the May Council meeting. In order to implement the ordinance, an inter-local agreement will need to be reached with either the county or another municipality.

The Monroe Connector/Bypass plans to have the preferred route determined by December 2008 with Citizens Informational Workshops/Public Hearing in February 2009. The project is schedule for opening 2013.

ECONOMIC DEVELOPMENT: Sandy Coughlin invited Council and residents to the April 24th Economic Development Workshop with Jeff Harmon at 7:00 a.m. The EDC survey will be attached to the May Villager for distribution.

SET AGENDA FOR MAY 13, 2008: No changes.

COUNCIL COMMENTS:

Virginia Currence thanked Cheri Clark for her dedication to the VOLP.

Greg Crosby asked that Council keep in mind the Vision of Lake Park to use as a guide during Budget. Greg also acknowledged Parks and Rec for the work in Founders Park at the Gazebo.

Sandy Coughlin attended the Union County MCIC: Mayors-Commissioners Issues Conference March 20th since Mayor Spence was out of town. Every municipality in Union County and the County Commissioners were represented. The group will meet quarterly.

ADJOURN: Jo Waybright made a motion to adjourn the meeting. Greg Crosby seconded the motion. Vote – Unanimous.

Respectfully submitted,

Mayor Kendall Spence

Village Clerk, Cheri Clark